

HAWAII PUBLIC HOUSING AUTHORITY
MINUTES OF THE REGULAR MEETING
HELD AT 1002 NORTH SCHOOL STREET, BUILDING E,
HONOLULU, HAWAII 96817
ON THURSDAY, DECEMBER 15, 2011
IN THE COUNTY OF HONOLULU, STATE OF HAWAII

The Board of Directors of the Hawaii Public Housing Authority met for their Regular Board Meeting at 1002 North School Street, on Thursday, December 15, 2011 at 9:00 a.m.

The meeting was called to order by Chairperson David Gierlach and on roll call, those present and excused were as follows:

PRESENT: Director David Gierlach, Chairperson
Director Jason Espero, Secretary
Director Roger K. Godfrey
Director Desiree Kihano
Director Patricia McManaman
Director Debbie Shimizu
Director Travis O. Thompson
Director George Yokoyama

Acting Executive Director, Barbara E. Arashiro
Deputy Attorney General, Jennifer Sugita
Deputy Attorney General, John Wong

EXCUSED: Director Matilda Yoshioka, Vice-Chairperson
Director Trevor Tokishi

STAFF PRESENT: Clarence Allen, Acting Chief Financial Management Advisor
Nicholas Birck, Chief Planner
Rick Sogawa, Contracts and Procurement Officer
Stephanie Fo, Property Management & Maintenance Services
Branch Chief, Acting Section 8 Chief
Becky Choi, State Housing Development Administrator
Shirley Befitel, Personnel Supervisor
Diane Johns, Program Specialist
Kiriko Oishi, Compliance Specialist
Deidra Ahakuelo-Kepa, Recording Secretary

OTHERS: Fetu Kolio, Mayor Wright Homes Tenant
Ene Augafa, Mayor Wright Homes Tenant
David Moakley, Ameresco
Maile Kanemaru, Weed and Seed

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Wilfredo Tungol, Department of Human Services
Andrew Walden, Hawaii Free Press
Matthew Dvonch, Department of the Attorney General
Hakim Ouansafi

Proceedings:

Chairperson Gierlach declared a quorum present.

The business of the Board proceeded with approval of the Regular Meeting Minutes of November 17, 2011. Director Thompson requested that future minutes be condensed. Director Espero moved to approve the minutes.

The minutes were unanimously approved.

The business of the Board proceeded with the approval of the Special Meeting Minutes of December 2, 2011. Director Thompson moved to approve the minutes.

The minutes were unanimously approved.

The approval of the Executive Session Minutes of September 22, 2011, November 17, 2011, and December 2, 2011 were deferred until later in the meeting.

Directors Patricia McManaman and Debbie Shimizu entered the meeting at 9:02 a.m.

Public Testimony

Mr. Fetu Kolio, Mayor Wright Homes tenant testified that he supports the Weed and Seed Program at Mayor Wright Homes. He also testified that the Board should not be intimidated by the tenant monitoring program that was addressed by the Senate in 2009; prolonging the program increases safety issues. He stated that no one is being held accountable for their actions and the violence continues at Mayor Wright Homes. He believes that it is a privilege to live in public housing, that generations of family members should not reside in public housing, and that Management should enforce the rules especially since there are over 9,000 families on the waitlist.

For Action:

Director Espero moved:

To Appoint Mr. Hakim Ouansafi as the Executive Director for the Hawaii Public Housing Authority Effective January 3, 2012, Subject to Approval by the U.S. Department of Housing and Urban Development in Accordance with the Corrective Action Order.

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Director McManaman mentioned that the Board had carefully considered and looked at the applicants and thanked the Board Task Force who reviewed all the appropriate materials. She also commented that she looks forward to working with Hakim and encouraged the Board to support his appointment.

Ms. Barbara Arashiro, Acting Executive Director reported that the Board Task Force conducted the reference and background checks and that HPHA received a letter of approval from HUD in accordance with the Corrective Action Order.

Chairperson Gierlach congratulated Mr. Ouansafi on his appointment and commitment to public service.

The motion was unanimously carried.

For Action:

Director Espero moved:

To Authorize the Hawaii Public Housing Authority to Hold Public Hearings on the Draft Public Housing Agency (PHA) Annual Plan for Fiscal Year 2012-2013 and Draft Amendments to the PHA 5-Year and Annual Plan for Fiscal Years 2009 – 2014.

Ms. Arashiro explained that staff is requesting to hold public hearings on the draft PHA Annual Plan for FY 2012 – 2013 and the draft amendments to the 5-Year Plan and Annual Plan for FY 2009 – 2014, as required by HUD regulations. HPHA will hold public hearings and respond to public comments on the draft plan. HPHA's responses are included in the submission to HUD. The due date for the plan is April 15, 2012.

Mr. Nick Birck explained that public hearings are scheduled for February 9, 2012 and the public hearing notice is published in the newspaper on all islands.

Mr. Birck discussed the proposed updates to the 5-Year Plan, which provided clarifications regarding the mixed finance redevelopment project at Kuhio Park Terrace. Future projects would require an amendment to the 5-Year Plan.

Director McManaman commented that in the Draft Annual Plan for FY 2012-2013, the census data from October 2010 for the "Housing Needs of Families on the Public Housing Waiting List" shows that 25% are families with disabilities, and HUD requires 5% of PHA housing stock to be available for the disabled. There was also discussion regarding the use of outdated housing needs statistics from the Housing Policy Study. The Board requested updated data regarding the average rent amounts in the PHA Plan.

The motion was unanimously carried.

For Action:

Director Espero moved:

To Authorize the Executive Director to Execute a Memorandum of Agreement to Implement the Weed and Seed Strategy at Mayor Wright Homes, Subject to Approval by the Department of the Attorney General.

Ms. Maile Kanemaru, Weed and Seed (W&S) Executive Director provided background information on the Weed and Seed strategy at Mayor Wright Homes and discussed the benefits of reestablishing the program. In 1998, all of the major agencies involved signed a Memorandum of Agreement (MOA) to memorialize their responsibilities and commitment to the W&S strategy at Mayor Wright Homes. The proposed MOA follows a similar format as the previous MOA.

The Board requested baseline data from the W&S group to measure program success and effectiveness.

Ms. Kanemaru explained that as part of the “Seed” Program, she is doing a survey of the Mayor Wright Homes residents on their needs and concerns. The Resident Association will work with the Hawaii Literacy and FACE (agencies on the property) to compile the information and set the priorities.

The draft MOA has been circulated to affected agencies/parties involved for their comments. The final draft of the MOA will incorporate all comments, subject to review by the Department of the Attorney General.

The motion was unanimously carried.

For Information: Executive Director’s Report

Ms. Arashiro mentioned that staff is continuing its negotiations on the ground lease for the sale of HHA Wilikina Apartments Project.

Ms. Arashiro mentioned in regards to Best Practices and Security, staff is assessing and prioritizing all properties in the HPHA inventory. Director McManaman requested Mayor Wright Homes be a high priority.

Ms. Arashiro mentioned that the net restricted assets for the Section 8 Program are money used to cover the Housing Assistance Payment (payments to the landlords under the Section 8 program), and administrative costs. She explained that we have more vouchers than we have funding so we need to closely monitor the number of vouchers versus how the rents are changing.

Construction Management Branch. Discussion ensued on the handout of the various projects in the Branch.

Large Capacity Cesspool Report. The agency is under Consent Agreement and Final Order to convert cesspools statewide, and HPHA is pleased to report it received a letter from the Environmental Protection Agency (EPA) following the EPA's desk review of HPHA's cesspool replacement project at Kekaha, Kalaheo and Koloa on Kauai, and the EPA concluded that HPHA performed satisfactory on all five core areas of the grant performance.

Director Thompson complemented the Capital Projects Handout that is used to manage properties, track all the expenditures as well as funds, and as a planning tool. Becky Choi, Construction Management Branch Supervisor explained that her staff meets twice a month to go over the status of each project.

Personnel. Chairperson Gierlach requested the status of recruitment for the Engineer positions. Ms. Shirley Befitel, Personnel Supervisor responded that recommendations were submitted to DHS.

Director Thompson asked if the agency should abolish the 84 vacant positions if it could not afford it. Ms. Befitel responded that HPHA does have the option to abolish a position but it would be difficult to get it back because it would need legislative approval. Another option would be to redescribe the position into a different job title, duties and responsibilities.

Director Thompson inquired about staff performing overtime. Ms. Arashiro responded that HPHA approves regular overtime for emergency calls, and overtime is closely monitored so that it does not exceed the budget.

Ms. Arashiro mentioned that the main focus for December is completing the Financial Audit. Due to the tight deadline, the draft will be sent to the Comptroller, Board Task Force, and HPHA for their concurrent review. January 15, 2012 is the Comptroller's deadline for the State's Consolidated Annual Financial Report.

The Section 8 program will continue to work on lease up of VASH vouchers as a priority.

Ms. Arashiro mentioned that Capital Fund Grant for the AARA money is set to close March 2012, that 100% of the money is obligated, that 96% of the funds are expended, and that HPHA is on track to spend by the March 17, 2012 deadline.

Chairperson Gierlach called for a recess at 10:09 a.m. and reconvened at 10:18 a.m.

Motion: To go into Executive Session at 10:19 a.m. pursuant to Hawaii Revised Statutes sections 92-4, 92-5(a)(2) and 92-5(a)(4) to consult with the Board's attorneys on questions and issues pertaining to its powers, duties, privileges, immunities, and liabilities as related to:

1. **Approval of Executive Session Minutes from September 22, 2011, November 17, 2011, and December 2, 2011.**
2. **For Action: To Authorize the Executive Director to Execute a Memorandum of Agreement to Implement the Weed & Seed Strategy at Mayor Wright Homes, Subject to Approval by the Department of the Attorney General.**
3. **For Discussion: Review and Execution of an Energy Services Agreement**

To go into Executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(4) to consult with the Board's attorneys or questions and issues pertaining to the Board's powers, duties, privileges, immunities and liabilities as related to:

1. *Kolio, et al. v. State of Hawaii; Hawaii Public Housing Authority; Denise Wise in her Official Capacity As Executive Director (Civil Case No. CV 11-00266 and Civil No. 11-1-0795)*

Director Espero moved.

The motion was unanimously carried.

The Board reconvened from Executive Session at 11:41 a.m.

Chairperson Gierlach reported that during Executive Session the Board discussed the Kolio litigation, the Energy Services Agreement, and the proposed MOA for W&S. The Board also approved the minutes of the executive sessions on September 22, 2011, November 17, 2011, and December 2, 2011.

For Information: Vacant Units in Public Housing and Delinquent Rents.

Chairperson Gierlach reiterated the Board's desire to utilize volunteers to assist in renovating Type A and Type B vacant units. He reported that Mr. Kent Anderson of Volunteers Instilling Pride (VIP) reported that the privately-managed AMPs indicated that they did not need the help of volunteers. He also indicated that there has been no communication from HPHA's main office to assist with getting volunteers into State managed properties, which has the largest number of Type A vacant units that need renovation.

Ms. Arashiro reported that a meeting with the United Public Workers Union (UPW) will be scheduled to discuss the use of VIP program to help with turnaround of the vacant units in AMPs.

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Discussions ensued on the handouts relating to the vacant units. The Board requested that the Type A and B units on the vacant unit report in the Executive Director's report be made clear. Director Thompson referenced the eviction flowchart and inquired about the reason for the length of time it takes to schedule an eviction hearing.

Discussion ensued on the eviction process relating to the Writ of Possession and the Stipulated Agreement with Conditions for families. Ms. Jennifer Sugita clarified and explained the process for evictions for the State properties which are handled by the AG's office. The AGs file an eviction complaint in court.

Chairperson Gierlach inquired if management is enforcing the house rules, such as not allowing animals on all public housing properties. Ms. Arashiro clarified that pets are allowed on federal public housing properties, but tenants need to comply with the pet policy.

Ms. Fo mentioned that staff is in the process of drafting a new lease and house rules. The drafts will need AG review, Resident Advisory Board input and public hearing. The target date for adoption is July 1, 2012.

Chairperson Gierlach called for a recess at 12:05 p.m. and reconvened at 12:18 p.m.

For Discussion: Chair's Message in the HPHA Annual Report for the Fiscal Year Ended June30, 2011.

Chairperson Gierlach requested the Board's input for the proposed letter to the legislature. Revisions were noted and will be made in the final letter.

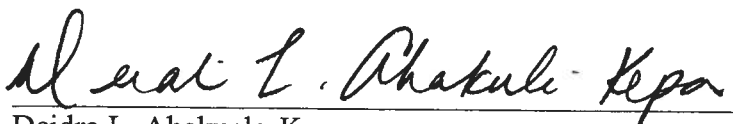
For Discussion: House Representative Rida Cabanilla Concerns and Issues Related to the HPHA.

Representative Cabanilla was unable to attend the meeting.

There being no further business to discuss, the meeting adjourned at 12:32 p.m.

MINUTES CERTIFICATION

Minutes Prepared by:


Deidra L. Ahakuelo-Kepa
Recording Secretary

JAN 19 2012
Date

Approved by the Hawaii Public Housing Authority Board of Directors at their Regular Meeting
on JAN 19 2012.



Jason Espero
Director/Board Secretary

JAN 19 2012

Date

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